DDS&T-2973-81
2 July 1981

25X1 MEMORANDUM FOR: [redacted]
Chief, Building Planning Staff

25X1 FROM: [redacted]
DDS&T Member, Building Planning Committee

SUBJECT: Planning Data for New Building

1. This memorandum responds to your request for data pertaining to potential DDS&T use of a new building on the Headquarters compound. The DDS&T wholeheartedly supports the concept of a new building. After the new [redacted] 25X1 is occupied this year we will be using over [redacted] separate 25X1 buildings in Northern Virginia and the District of Columbia with less than two percent of our total floor space in the Headquarters building. Attachment A is a tabular summary of buildings in the Washington Metropolitan Area occupied by the seven offices in the Directorate. I have excluded 25X1 [redacted] from the list since operational considerations would prohibit a relocation to Langley. The table shows those elements which could and those which could not relocate, the floor area represented based on 1981 occupancy and the projected numbers of people in these elements for 1987 and 2000. Attachment B presents, for each office, some of the special requirements for the components that could relocate. Other factors that should be considered are discussed in the following 25X1 paragraphs. [redacted]

STAT [redacted]

3. There are significant parts of NPIC and tenant 25X1 organizations in [redacted] that could move from the standpoint of administration and organization. However, the capital investment in this building, the planned expansion and NPIC's role in Community support preclude any realistic consideration of relocation in the foreseeable future. 25X1

[redacted]

SUBJECT: Planning Data for New Building

4. ORD has a personnel ceiling in 1981 of [redacted] As many as [redacted] work stations must be supported at any given time, however, to accommodate people from other components. Many of these are people from NFAC who spend up to two years at ORD on project-related assignments. The ORD personnel totals in Attachment A represent only ORD's organization. Actual [redacted]

5. In the case of OTS, allowance was made for an additional 3,000 square feet that were recently requested at the [redacted] OTS [redacted] nor to a small facility at the [redacted] The OTS facilities at [redacted] are still under consideration although our initial analysis has resulted in a tentative conclusion that these should not be relocated. These areas house heavy and specialized shop equipment and unique laboratory facilities. [redacted] also provides cover arrangements important to OTS' mission. We are taking another look at these areas to see if any part of the activities carried on there could move to the Headquarters compound. [redacted]

6. ODE and OSO are preparing to move this year to the new [redacted] The data in Attachment A reflects the space they expect to occupy at [redacted] after that move is completed. The Special Collection Service in [redacted] s not included. [redacted]

[redacted]

Attachments:
As stated

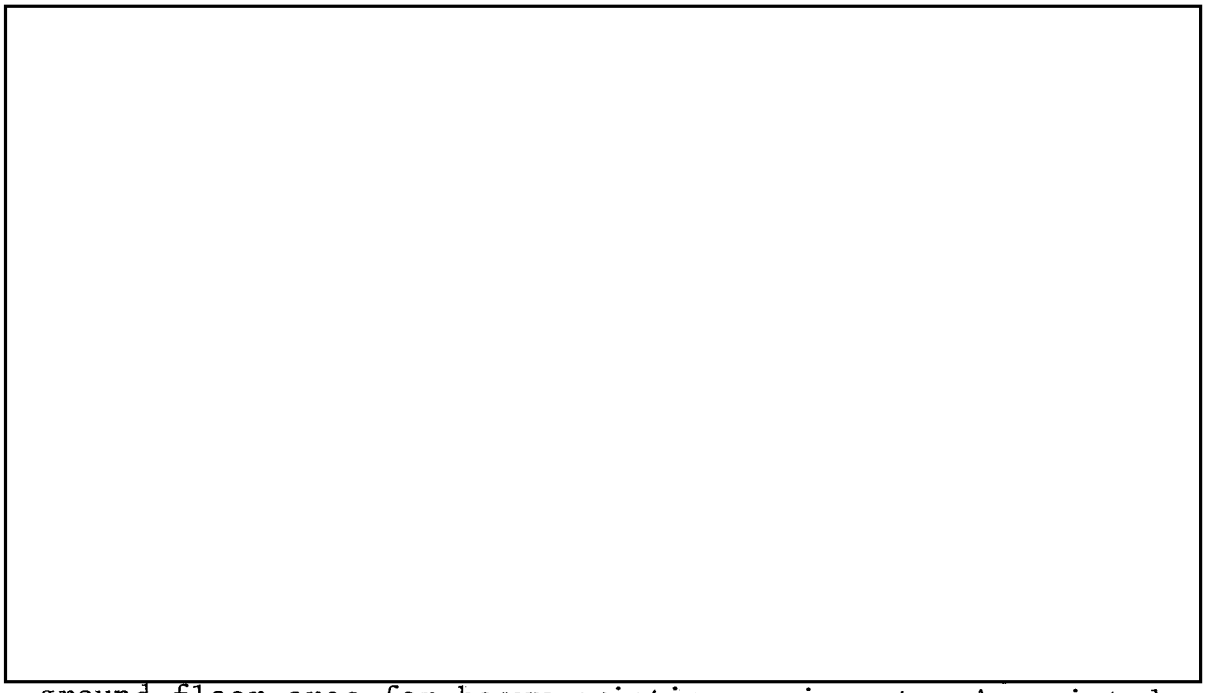
ATTACHMENT B

MACHINE SUPPORT AND SPECIAL REQUIREMENTS
1987 - 2000

O/DDS&T

O/DDS&T currently has 7 ADP terminals, 1 word processor, 1 copier and a graphics shop. In the 1987-2000 time period it is estimated that we will grow to at least 11 terminals and 3 dual station word processors and printers. Added power and environmental control will be required by a larger copier plus automated and color graphics. Communications requirements will include a need for electronic mail and teleconferencing.

STAT



ground floor area for heavy printing equipment. Associated with this are a fume removal system, special insulation for noise abatement, 10 200 volt power lines and a loading dock. Also required are 2000 square feet for computer and communications equipment, 4250 square feet for laboratories, training, workshop, conference room and vaulted areas, and provision for rooftop antennas, including a 10 meter dish antenna.

NPIC

N/A

ODE

The following special equipment is expected to be in use by ODE for the years indicated:

Equipment	Year 1987	Year 2000
STD CRT Terminals	23	*
Color Graphics Terminals	4	*
Minicomputers	4	*
Word Processors	13	*
On-Line Printer	2	*

*We would expect that by 1987, and certainly by the year 2000, ODE and the Agency will have made significant progress toward the era of the paperless office. Based upon equipment already commercially available, we can expect that ODE will have an integrated data/word processing system. Providing for intra- and inter-component electronic mail, word processing with CRT display, and data processing and file maintenance, the system will probably require at least one terminal at each work station and a number of processor main frames, minicomputers, and on-line printers. However, the exact hardware configurations and the types and numbers of equipment are as yet unknown. We know of no unique support systems that would be required for this system; however, we can anticipate that our floor space requirements will increase to about 100,000 square feet to accommodate both the equipment and the estimated increased staffing.

ORD

ORD will require a network of six to 10 minicomputers and associated peripherals; environmentally controlled 10,000 square feet screened area for special computer lab; 50-person conference room, shielded and vaulted with computer display equipment; terminals available with electronic mail delivery and computer conference capabilities for all personnel. The data communications terminals must have a bandwidth of at least 9600 BAUD and be secure.

OSO

25X1 Estimated machine requirements for components now in Headquarters, [redacted] and those scheduled to move to
25X1 [redacted] include:

	1987	2000
Terminals	50	75
Processors	25	50
Special Purpose Centers	2	2

ILLEGIB

The Systems Support Center (SSC) at [redacted] expects to have 6 minicomputers, 6 microprocessors and 22 terminals in use in 1987 and, by the year 2000, we project around 15 microprocessors and 30 terminals. SSC also requires special areas for system fabrication and training, enclosed space for assembly and testing of mobile equipment and both indoor and outdoor antenna testing facilities. 25X1

While technology will no doubt change before the year 2000, we believe the demands for floor loading, power, and environmental control will not change to any appreciable extent.

OTS

By 1987 OTS estimates it will have 30 computer terminals and 50 word processors; by the year 2000, 150 computer terminals and 200 word processors. With the advances being made in computer and word processing technology and the advent of such programs as AIM, SAFE and CRAFT, OTS envisions a paperless office in at least a limited configuration by 1987 and a totally paperless office by the year 2000.

OTS has several areas that require temperature and humidity controls or other special considerations. We presently have 9,000 sq. ft. of lab space plus a 130 sq. ft. shielded vault; a 695 sq. ft. registry/communications center; a 1846 sq. ft. special operations center for which another 1,000 sq. ft. are needed; and a 6,176 sq. ft. press and printing facility. All of these areas require temperature and humidity control and the press and printing facility requires special floor loading. Some of the labs and training areas require gas, air and water facilities.

+1000

In addition, Graphics and Authentication Division (GAD) has 1,200 sq. ft. of leased warehouse space which is used for paper storage. The paper is stacked on shelves 16 ft. high. If the leased space is given up and the paper moved to the new building, about 5,000 sq. ft. would be required to store the paper in a readily accessible manner (fork lifts are now required to reach the top most shelves). The 5,000 sq. ft. includes 1,000 sq. ft. of space which GAD now has for on hand stock paper. This area would also require temperature and humidity control.

+2800
+3800

No new technologies are being considered at this time.